



HOUSING AND NEIGHBORHOOD DEVELOPMENT

Who We Are . . .

The Housing and Neighborhood Development (HAND) Department was formed as a result of the merging of the Redevelopment Department and City Code Enforcement. These two departments were brought together in January 1997 to offer comprehensive services to the community. The mission of HAND is to “enhance the quality of life for Bloomington residents by developing programs, services and partnerships with public and private organizations to preserve community character, promote safe and affordable housing and neighborhood vitality.”

HAND has 17 employees:

- Executive Director
- Assistant Director

- Program Manager — construction
- Program Manager — historic preservation
- Program Manager — loans
- Program Manager — neighborhood services
- Program Manager — special projects
- Neighborhood Compliance Officers (6)
- Housing Specialist
- Rental Specialist I
- Rental Specialist 2 (2)



The City of Bloomington receives funding annually from the U.S. Dept. of Housing & Urban Development. These funds are administered by HAND. The five-year strategic plan for spending these dollars is the Consolidated Plan 2015-2019. This plan can be accessed at www.bloomington.in.gov/consolidated-plan

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What We Do . . .

Have you ever lived in a rental unit in Bloomington? Called City Hall about a trash or weed complaint? Needed information about housing? Used the services of a social service program such as Middle Way House, Community Kitchen or Monroe County United Ministries? Then you have been served by HAND.

Housing — HAND provides a number of services with regard to housing. HAND runs the City's comprehensive rental inspection program. Through this program, HAND inspects every rental unit within City limits on a three-to five-year rotation and by complaint. This insures that all Bloomingtonians

will have a safe and sanitary place to call home. HAND also provides assistance to those facing serious housing issues such as foreclosure. HAND offers direct housing assistance in the form of rehabilitation loans and grants and down payment and closing cost assistance. Educational program such as the Home Buyer's Club and R101 - Renting in Bloomington help citizens negotiate Bloomington's complex housing market.

Neighborhood — HAND provides services to neighborhood such as assistance to neighborhood associations, grants for neighborhood improvement projects.

Community Development - HAND provides funds for community development projects through Community Development Block Grant. (CDBG). Both physical improvement projects, such as facility repair, parks and infrastructure, and social service programs are funded with CDBG.

HAND staffs the Redevelopment Commission and provides administrative support for the Tax Increment Financing Districts.

Contact Information

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Title 6 — or Weeds, Snow & Trash

Title 6 of the City of Bloomington Municipal Code addresses health and sanitation. HAND is charged with insuring compliance with the sections of Title 6 that deal with overgrowth of grass and weeds, refuse storage and disposal, and sidewalk snow removal. City of Bloomington Municipal Code (BMC) 6.06.020 states that, "It is unlawful for any person to throw, place or scatter any garbage, rubbish, trash or other refuse over or upon any premises, street, alley, either public or private, or to suffer or permit any garbage, rubbish, trash or other refuse to be placed or deposited on the premises

owned, occupied or controlled by such person either with or without the intent to later remove." BMC 6.06.050 states that "It is unlawful for the owner of any lot or tract of ground within the city to allow it to become overgrown with weeds, grass or noxious plants beyond the height of eight inches or to such extent that the growth is detrimental to the public health and constitutes a nuisance." BMC 16.06.070 states that "it shall be the duty of every owner of any premises abutting a sidewalk in all parts of the City to remove, or cause to be removed, all snow and ice from the sidewalk to allow safe and reasonable travel on said

sidewalk within twenty-four hours after snow or ice has ceased to fall or in any way accumulate."

HAND assigns one Compliance Officer to each neighborhood within the city of Bloomington to insure that all properties, both owner-occupied and rentals, are in compliance with these codes. We recommend that you use uReport (<http://bloomington.in.gov/ureport>) to file complaints regarding trash, weeds or snow. This program will allow you to track the complaint and receive feedback directly from the HAND Compliance Officer. Or call 812-349-3420.



Trash complaint.

Why Preserve — Historic Preservation

Historic Preservation is the best way to reinvest in our older neighborhoods. Prospect Hill, the Near West Side and McDoel are enjoying a revival of interest as family neighborhoods because of their unique architecture and proximity to downtown. The restored Courthouse Square, the University's Old Crescent and Showers City Hall are significant reminders of our city's exceptional past and form the heart of local tourism.

HAND oversees historic

preservation activities within the city of Bloomington. HAND provides forgivable loans to eligible owners for the restoration of historic homes, it assists Bloomington Restorations, Inc. in its affordable housing projects and works with the BUEA, which provides façade grants to historic commercial buildings within the Urban Enterprise Zone.

HAND staffs the Historic Preservation Commission, which reviews design issues within local historic districts. The Commis-

sion also initiates and reviews new National Register districts, and organizes informational workshops and lectures.

Having historically designated properties in neighborhoods has many benefits including catalyzing neighborhood associations, increasing property values, fosters homeownership and helps preserve Bloomington for future generations. To learn more about historic preservation please visit <http://bloomington.in.gov/bhpc>.



HAND helped rehab this house through the OOR Program

Let's Learn — HAND Education Programs

HAND offers a variety of learning opportunities for the community. These classes are taught, sponsored or facilitated by HAND staff members with expertise in those areas.

HAND's educational opportunities include:

- Citizens Academy - informs residents about the func-

tions of City government and how it operates.

- Home Buyers Club - teaches interested potential homeowners how to buy a house.
- R101 - Renting in Bloomington - teaches interested parties how to be a good tenant and stabilize their housing.

- HAND will provide speakers to teach other financial management related classes. For example, HAND partners with Habitat for Humanity to teach their potential homeowners about avoiding predatory lending.



Glenda Murray talking to the 2014 Citizens Academy about neighborhood association involvement.



Fixing It Up — Housing Rehabilitation/Repair

It can break a budget and be a daunting ordeal to have repairs or improvements made to a home. HAND fills a much needed gap in our community by providing assistance and funding to improve existing housing through a variety of programs. Projects are paid for with funds received from the U.S. Department of Housing & Urban Development. Households that receive assistance through any of these programs must meet HUD's income guidelines. What does that mean? For example, a family with four members must have a household income of less than \$52,500.00 a year.

HAND provides funding to

local non profit organizations to help them improve existing housing. For example, Bloomington Restorations, Inc. receives funds from HAND to do very extensive and wonderful historic rehabs. Those homes are then sold to income eligible buyers.

HAND offers a rehabilitation program called Owner-Occupied Rehab (OOR) Loan Program for existing homeowners. An OOR requires that the home be brought up to current code. Whenever possible HAND also seeks to improve the energy efficiency of a home and offers a grant component to eligible OOR projects.

For households with members who are experiencing accessibility difficulties HAND offers a Home Modification for Accessible Living Grant Program. Through the Home Modification for Accessible Living Program, HAND can help build a ramp, make a bathroom handicapped accessible, or install grab bars or other necessary items.

HAND helps very low income homeowners with emergency repairs, such as, a leaking roof or a furnace issue. Many types of health/safety repairs can be made under HAND's Emergency Home Repair Grant.



Owner-occupied rehabilitation project underway.

The Residential Rental and Lodging Establishment Inspection Program—Title 16 of the BMC

The City of Bloomington developed a comprehensive rental inspection program in the 1970s. This program requires that all residential rental property (except Indiana University) located within the city of Bloomington corporate limits must be registered and inspected. HAND's neighborhood compliance officers inspect approximately 21,250 rental units in Bloomington. Units are inspect-

ed for compliance with Title 16 of the Municipal Code, which can be viewed on the City's web site. During the inspection the HAND inspector must be accompanied by the owner or a representative of the owner. Shortly after the inspection a report will be issued. The owner then has 60 days to complete the interior repairs and one year to complete exterior paint repairs. Permits are issued for

three, four, or five years. HAND also will inspect a unit if a complaint has been issued. Time allowed for repairs is dependent upon the situation.

If you live in a rental property, your occupancy permit should be posted somewhere in the unit. Make sure your unit is registered and inspected — it is a matter of safe and habitable housing.

*HAND's
neighborhood
compliance officers
inspect about
21,250 rental units in
Bloomington.*

*Have we inspected
your place?*

Building Community — Neighborhood Services

HAND helps empower the residents of our community through training and support of neighborhood associations. The HAND department offers a wide array of services and programs that help strengthen the organizational and productivity skills of neighborhood associations.

- Neighborhood Organizational Support — HAND facilitates communication between neighborhoods and City departments and

provides tools and resources for planning and development.

- Neighborhood Grants — funding for neighborhoods to make capital improvements that provide community wide benefit, build community capacity, training and neighborhood cleanups.
- Neighborhood Cleanups — are one-day events where

neighborhoods apply for assistance to hold a neighborhood cleanup. HAND staff works with residents to facilitate removal of trash, tires, hazardous materials and old furniture.

- Organizes special events, training and technical support to neighborhoods.



Neighbors helping neighbors unload items into the dumpster at a Neighborhood Clean-up. HAND sponsors two per year.



Fulfilling A Need — Social Services And Physical Improvements

Social Services:

HAND works with the social service agencies of Bloomington to ensure the most complete coverage of the needs of our population. Social service agencies have two opportunities each year to apply for funds that can be directed toward improving human services. The City Council offers grants under the Jack Hopkins Council Social Service Grant Program and the Redevelopment Commission offers the maximum 15 percent of the Community Development Block Grant allocation to social service agencies.

HAND offers technical assistance to any agency interested in applying for a grant. Once the grant is received, HAND can guide an agency through delivery of its program and explain implementation of the funding agreements.

HAND helps Bloomington agencies in their efforts to en-

courage self-sufficiency. HAND assists area agencies in developing programs, teaches classes in the development of personal skills, and offers housing counseling for the clients of Bloomington's social service agencies.

Physical Improvements:

HAND enhances the programming of local social service agencies and even other City departments by identifying needs and funding the expansion of services to the low- and moderate-income community. In the past, social service agencies have used Community Development Block Grant (CDBG) funding for activities such as acquiring, rehabilitating and restoring property for habitation as well as for better working environments, client support and office space. City agencies have used CDBG funding to serve low- and moderate-income areas of the City. Parks and

Recreation has used these funds to make improvements at Mills Pool, Building and Trades Park, Rev. Butler Park, Banneker Community Center and Crestmont Park. Public Works and the Utilities Department have used CDBG funds to make infrastructure improvements including the installation of sidewalks, streets and sanitary sewers. Parks and Recreation has recently used CDBG funds to install new playground equipment in RCA Park and is scheduled to continue the restoration of the limestone retaining walls at the Banneker Community Center. City of Bloomington Utilities completed a stream restoration project along Countryside Lane to improve stormwater carrying capacity. HAND worked with the Planning and Transportation Department to install sidewalks and improve drainage on Rockport Road.



Recently completed Community Development Block Grant project in RCA park, that features accessibility playground equipment.

The Big Picture

This newsletter outlines some of HAND's activities/programs/services.

Board of Housing Quality Appeal
Blooming Neighborhood Celebration

CDBG Physical Improvement

CDBG Social Service

CHDO Support

Citizens Academy

Demolition Delay Review

Downtown Façade Program

Emergency Home Repair Grant

Historic Preservation program

Historic Districts

Historic Walking Tours

Home Buyers Club

Home Modification for Accessible Living

Homeownership New Construction

Housing Counseling Services
Housing Trust Fund Administration

Jack Hopkins Council Social Service Grant Administration

Neighborhood Clean-ups
Neighborhood Improvement Grants

Neighborhood organizational support

Over-occupancy investigation
Owner-Occupied Rehabilitation

Pick-It-Up Program

Purchase-Rehabilitation

R101 – Renting in Bloomington
Redevelopment Commission

Rental Inspection Program

Rental New Construction

Rental Rehabilitation

Section 106 Review

Small & Simple Grants

Tax Increment Finance District administration

Title 6 (excessive growth and trash)

Title 12 (snow)

Title 14 (Quiet Nights)

Unsafe Building Ordinance